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Approved For Release 2002/06/27 : CIA-RDP78-04718A001500270071-0

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22 MAR 1955

MEMORANDUM FOR: Deputy Director (Support)
FROM : Comptroller
SUBJECT : Agency Policy Concerning Uniforms

1. PROBLEM - Title IV of P.L. 763, approved 1 September 1954, authorizes either the furnishing of employees' uniforms or the payment of uniform allowances to employees. The problem is concerned with the provision that an agency head, in his discretion, may continue furnishing uniforms or paying uniform allowances under any law or regulation in effect prior to 1 September 1954.

2. FACTS BEARING ON THE PROBLEM - A review of the situation concerning the use of uniforms in the Agency reveals:

a. There is no official agency-wide regulation covering the use of uniforms for other than military personnel.

b. The Logistics Office desires certain of its employees to wear a uniform but does not require the wearing of one.

c. Some offices of the Agency require the wearing of a uniform and in so doing:

(1) Four offices, Training, Communications, [redacted] and Medical, have purchased and issued uniforms.

[redacted] issues uniforms to some employees; other employees required to wear a uniform must purchase them out of personal funds.

d. No office provides an allowance for uniforms.

e. The First Supplemental Appropriation Bill for fiscal year 1955 carries language providing for the purchase of uniforms or the payment of an allowance for uniforms as authorized by P.L. 763. All Defense Department appropriations are included in the proposed language.

3. DISCUSSION - Some of the Agency's activities require the wearing of a uniform either for security reasons or because of prevailing practices. The

[redacted] worn out items are turned in and replacement is the responsibility of the individual.

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The Medical Office has a regulation requiring the wearing of a uniform by nurses which is based on customs prevalent in the civilian medical practice. Nurses are furnished uniforms but must purchase white caps, stockings and shoes from their own funds.

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The Logistics Office desires certain of its employees, especially chauffeurs, to wear a uniform but has no regulation to that effect. This Office has suggested to its chauffeurs that they purchase a uniform or wear a black or dark blue suit and cap.

4. CONCLUSIONS - A study of the Agency practices concerning uniforms indicates:

a. There is no standard policy to guide operating offices in the purchase and issuance of uniforms. Each office head has utilized his own authority in handling local situations with the result that the varying practices indicated in the discussion now prevail.

b. Some offices have written regulations, others do not. Some office practices are based on the regulations of other Government agencies furnishing the cover. This raises the question as to the applicability of the provisions of P.L. 763. For example, what constitutes a regulation in effect prior to 1 September 1954?

c. The question is also raised as to what authority, if any, is provided by P.L. 110 to purchase and issue uniforms. The informal opinion of the Bureau of the Budget is that the Agency does have the necessary basic authority.

d. If the Agency can qualify to utilize the authority contained in P.L. 763, the First Supplemental Appropriation Bill for fiscal year 1955, now pending in the Congress, provides the authorization to use currently appropriated funds for uniform allowances purposes.

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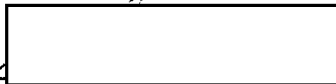
5. ACTION RECOMMENDED - It is recommended:

a. That the General Counsel prepare an opinion on:

(1) The authority of the Agency to require and purchase and issue uniforms;

(2) The legality of present practices being followed by the various offices.

b. That the Management Staff make a study not only of current practices concerning uniforms but also needs of the various offices for uniforms in order that an Agency policy may be established covering the subject of uniforms for other than military personnel.



E. R. SAUNDERS

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